

CITY OF MOUNTAIN VIEW
CLASS SPECIFICATION

Position Title: Utilities Worker I (Wastewater) Wastewater Utility Worker II	Job Family: 6 6
General Classification: Front-Line	Job Grade: 10 14

Definition: To perform a variety of semiskilled and skilled work in the maintenance of wastewater collection systems; and to provide technical support to the Public Services Department.

Distinguishing Characteristics:

Utilities Worker I: This is the entry-level class in the Utilities Worker series. This class is distinguished from the Wastewater Utility Worker II by the performance of the more routine tasks and duties assigned to workers in this series. Employees at this level are not expected to perform with the same independence of direction and judgment on matters related to established procedures and guidelines as are positions allocated to the II level. Since this class is typically used as a training class, employees may have only limited or nondirectly related work experience. Employees work under immediate supervision while learning job tasks.

Wastewater Utility Worker II: This is the full journey-level class within the Utilities Worker series. This class is distinguished from the Utilities Worker I by the assignment of the full range of duties assigned. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level.

Supervision Received and Exercised:

Utilities Worker I: Receives immediate supervision from an assigned supervisor and technical supervision from higher-level maintenance positions.

Wastewater Utility Worker II: Receives general supervision from an assigned supervisor and technical supervision from a Wastewater Utility Worker III; may exercise technical supervision over maintenance personnel.

Examples of Duties: Duties may include, but are not limited to, the following:

1. Handle complaints and answers questions from the public.

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2. Perform spray painting, plumbing and carpentry work, such as building cement forms, as needed.
3. Make minor adjustments on service equipment; maintain tools and equipment in working order.
4. Maintain logs of daily activities.
5. Maintain, replace and repair wastewater lines; measure and cut pipe as needed.
6. Perform field duties related to the installation, repair and maintenance of wastewater system.
7. Assist with flushing of sanitary and storm water systems.
8. Perform emergency repairs to wastewater lines, as necessary; establish proper traffic control devices in doing such work.
9. Recognize and follow safe working conditions in all job duties performed.
10. Perform other related duties as assigned.

Minimum Qualifications:

Utilities Worker I

Knowledge of: Common tools and materials used in assigned area of responsibility; basic wastewater system repair and maintenance procedures and practices; and principles and practices of safety related to area of assignment.

Ability to: Perform minor maintenance activities related to area of assignment; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work; work with a variety of tools related to utilities maintenance; learn to operate a variety of maintenance equipment; and perform heavy manual labor.

Experience and Training Guidelines: Any combination of experience and training will qualify if it provides for the required knowledge and abilities.

Recommended: One year of experience in construction or field maintenance work. Training equivalent to the completion of the 12th grade.

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Required Licenses or Certificates: Possession of a valid Class C California driver's license. Possession of a valid Class B California driver's license with a tank endorsement within six months of appointment. Possession of a valid Class A California driver's license with a tank endorsement within one year of appointment.

Wastewater Utilities Worker II

In addition to the requirements for Utilities Worker I:

Knowledge of: Principles and practices of wastewater system maintenance and repair activities; principles, practices and theory of portable pumps; trenching and shoring safety practices; and techniques and procedures in basic carpentry, metal, masonry and mechanical work.

Ability to: Operate motorized equipment such as trucks and front-end loader; operate specialized job-related equipment including pneumatic tools and tampers; perform journey-level skilled wastewater maintenance duties; and read and understand as-builts and 701 maps.

Experience and Training Guidelines: Any combination of experience and training will qualify if it provides for the required knowledge and abilities.

Recommended: Two years of wastewater experience equivalent to the Utilities Worker I in the City of Mountain View. Training equivalent to the completion of the 12th grade.

Required Licenses or Certificates: Possession of a valid Class A California driver's license with tank endorsement. Possession of a Grade I Wastewater Collection Operator Certificate issued by the California Water Environment Association (CWEA) is highly desirable. Must maintain current CPR/first-aid certification.

Working Conditions: Preemployment and periodic respiratory and voluntary medical surveillance examinations may be required for this classification. Vaccinations and/or immunizations may be required for this classification.

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